



**THE BILLERICAY SCHOOL**

A Compass Education Trust School

<b>Job Title</b>	Food and Textiles Technician
<b>Grade/Salary</b>	Scale 3, Point 4 to 5 £11,172.42 - £11,389.12
<b>Hours</b>	25 hours per week – Term time only Monday to Friday 09.45 am – 3.15 pm
<b>Date Required</b>	As soon as reasonably possible
<b>Closing Date</b>	Friday 20 May 2022 @ 09.00 am
<b>Interview Date</b>	Week commencing Monday 23 May 2022
<b>Reporting To</b>	Head of Textiles, Head of Food and Head of D&T

### Details

We are looking to recruit an enthusiastic and efficient Technology Technician to primarily support class teachers within Food Technology and Textiles.

### Principal Responsibilities

The ideal candidate will be responsible for preparing practical food and textiles lessons, assisting during lessons where necessary and clearing up after practical lessons.

### Main Duties

- To be responsible for preparing and checking orders for the department and maintaining stock levels.
- To ensure items are laundered where necessary and equipment cleaned after use.
- To ensure all demonstration materials, equipment and provisions are available for use by the teaching staff.
- To oversee the purchase of ingredients for practical lessons and distribute these accordingly.
- To carry out minor repairs and maintenance of equipment where possible and arrange for specialist outside companies to attend to more complex problems.
- To give support to teachers in preparing resources.
- To support teaching staff and pupils during lessons with resources and activities related to practical work.
- To ensure the application of Health & Safety procedures and to raise awareness of Health and Safety issues in the food and textiles environment.
- To be available to assist at any time with any problem that arises in the Department.

### General

- To undertake any training commensurate with the post.
- To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager.



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- To comply with individual responsibilities, in accordance with the role, for health & safety in the workplace
- Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy

The duties above are neither exclusive nor exhaustive and the postholder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.

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### **About the School**

The Billericay School is a heavily oversubscribed comprehensive in Essex with a specialism in Mathematics and Computing. The school has polite and engaged students who want to learn and benefits from good parental support.

With direct links to the 'Outstanding' Billericay Educational Consortium, The Billericay School is renowned for the high standards of CPD it delivers as well as the collaborative and supportive ethos it promotes amongst staff.

Our Governing body is committed to safeguarding and promoting the welfare of all children and young people and expects all staff and volunteers to share in this commitment. The post is subject to satisfactory medical checks, enhanced DBS clearance and references.

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### **How to apply**

When applying for this position, please use The Billericay School application form, which can be found on our school website under Vacancies: <https://www.billericayschool.com/vacancies/>

Please do not hesitate to contact us if you have any questions.



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Category	Essential	Desirable
<b>Application</b>	<ul style="list-style-type: none"> <li>Well completed application form</li> <li>2 suitable references</li> </ul>	
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>GCSE or equivalent in English and Maths, Grade C/4 or above</li> </ul>	<ul style="list-style-type: none"> <li>NVQ Level 2 or equivalent in specialist area</li> <li>Basic Food Hygiene</li> <li>Basic knowledge of First Aid</li> </ul>
<b>Experience</b>		<ul style="list-style-type: none"> <li>Successful experience working in specialist area or similar field</li> <li>Experience working in a school or with children</li> </ul>
<b>Professional Development</b>	<ul style="list-style-type: none"> <li>Willingness to undergo any training relevant to the role</li> </ul>	
<b>Skills</b>	<ul style="list-style-type: none"> <li>Ability to read and write technical reports</li> <li>Good numeracy skills</li> <li>IT literate</li> </ul>	<ul style="list-style-type: none"> <li>Excellent working knowledge of equipment and ICT packages relevant to specialist area</li> <li>Ability to write detailed reports, letters etc.</li> </ul>
<b>Special Knowledge</b>		<ul style="list-style-type: none"> <li>Good understanding of the school curriculum in support of the role, relevant to specific area</li> <li>Good understanding of how the role contributes to child development</li> <li>Knowledge of specialist terminology etc.</li> <li>Knowledge of relevant policies and procedures</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>Ability to demonstrate effective implementation of the school's behaviour management policy</li> <li>Ability to make a contribution to the work of the team supporting children</li> <li>Ability to establish rapport and respectful and trusting relationships with children and other adults</li> <li>Ability to provide timely and accurate information</li> </ul>	